



Asotin County

CONSERVATION DISTRICT

Thursday, April 10, 2025
Monthly Board Meeting
Minutes taken by: Jennifer Zipse

6:03 p.m.: Chairman, Rod Hostetler called the Board meeting to order.

Supervisors present: Jerry Hendrickson, Rod Hostetler, Jason Schlee, Jesse Greene

Supervisors present via GoToMeeting: Levi Luhn

ACCD Staff present: Jennifer Zipse, Megan Stewart, Brad Riehle, Kodie Wight, Lacy Ausman-Ditto

Public Present: None

PUBLIC COMMENT

None

PARTNER AGENCY REPORTS

None

MINUTES

Minutes from March 6, 2025, and March 12, 2025, board meetings were reviewed by the Board of Supervisors.

*Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the minutes from March 6, 2025, and March 12, 2025, board meetings. **Motion Carried.***

FINANCIAL REPORTS

Checks: March #18926 to #18976 and #2283 to #2287 and 6 EFT payments. Totaling \$283,589.17.

*Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the checks from March #18926 to #18976 and #2283 to #2287 and 6 EFT payments. Totaling \$283,589.17. **Motion Carried.***

Board Supervisors reviewed the Transaction Journal, Treasurer's Report, Accounts Payable, Compensated Absences, Outstanding Voucher Status, and District Budget.

- District Budget review – coming into a new biennium on July 1st
 - Waiting on final budgets from the legislative session

ACCD REPORTS

- Outstanding Cost-Share was reviewed by the Board of Supervisors.
- The Project Status Report was reviewed by the Board of Supervisors.
- Employee update reports were reviewed by the Board of Supervisors.
- Employee schedule was reviewed by the Board of Supervisors.

CORRESPONDENCE

- WSCC – District Digest was reviewed by the Board of Supervisors.
 - ACCD has already been in the process of returning VSP funds and will also return RGP funds to SCC
- Asotin County Fair
 - The crew has been working on the major updates to the Kerri Johnson Memorial Playground
 - ACCD will have a booth again; the theme is “Conservation is for everyone!”

OLD BUSINESS

None

NEW BUSINESS

Roy Hoar – 2025-09 Cost-Share Agreement

*Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Roy Hoar’s 2025-09 cost-share agreement. **Motion Carried.***

Scheibe Farms – 2025-10 Cost-Share Agreement

*Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Scheibe Farms’ 2025-10 cost-share agreement. **Motion Carried.***

**** Rod Hostetler handed the Chair to Jason Schlee**

Hostetler JV – 2025-11 Cost-Share Agreement

*Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve ~~Luhn Cattle’s~~ ^{Hostetler JV} 2025-11 cost-share agreement. **Motion Carried.** Rod Hostetler abstained. ^{JZ}*

**** Jason Schlee handed the Chair back to Rod Hostetler**

DM Browne Land LLC – DIP 25-06 Agreement

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve DM Browne Land LLC’s 25-06 DIP agreement. **Motion Carried.***

Robert Robbins – DIP 25-07 Agreement

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Robert Robbins’ 25-07 DIP agreement. **Motion Carried.***

*Jerry Hendrickson moved to delegate authority to Megan to approve DIP agreements for Shotgun Ridge/Harlow Ridge in between board meetings, Jesse Greene seconded the motion. **Motion Carried.***

Bryan Collier had met with Lacy, expressing his frustrations over tree removal that occurred near his property on Mill Road and wants compensation from ACCD. Trees in the utility’s easement were removed by Clearwater Power Company and trees within the county road right-of-way were removed by Asotin County during the same time the Tranquil Lane project was being implemented. Trees in question are in locations outside the scope of the ACCD funded portion of the project, and their removal was not funded by ACCD. ACCD will write an official response to Mr. Collier and send it by certified mail.

*Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to send a response letter to Bryan Collier by certified mail. **Motion Carried.***

PA-78 Landowner Agreement Amendment 2025 – Construct Phase 2 costs.

*Jesse Greene moved to approve, and Jerry Hendrickson seconded a motion to approve the PA-78 Landowner Agreement Amendment 2025. **Motion carried.***

RCW 89.08 210 & 220

All of the Board of Supervisors reviewed RCW 89.08 section 210 and 220.

2024 Treasurer's Reports

All of the Board of Supervisors reviewed the final 2024 treasurer's reports.

*Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the 2024 Treasurer's Reports. **Motion Carried.***

Schedule 22

All of the Board of Supervisors reviewed the Schedule 22 for 2024.

*Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the Schedule 22 for 2024. **Motion Carried***

Section 125 Cafeteria Plan Flex Carryover

Employees have the opportunity to participate in FLEX plans (medical expenses or dependent care), each plan has limitations. IRS is now allowing unused funds to be rolled over from medical expense plans.

*Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve rolling over unused funds up to the maximum limits allowed by IRS for the Section 125 Cafeteria Flex Plan. **Motion Carried.***

Watering Trees

CREP used to allow funding for watering of new trees, that program no longer allows for watering. ACCD would like to use funds from other grants to water new trees on CD projects to boost survival rates. The crew would schedule routine watering from June – September. ACCD will be exploring options for how to safely and efficiently haul water.

Safety Program

Washington now states that companies with 11 or more employees must have a safety committee in place. ACCD set and elected employees to be on the safety committee. The committee is responsible for reviewing accident reports and safety concerns.

PUBLIC COMMENT

None

EXECUTIVE SESSION

RCW 42.30.110(1)(g) –The board of supervisors called an executive session at 7:42 pm for approximately 30 minutes to review the performance of a public employee. The executive session ended at 8:15 pm.

*Jesse Greene moved to approve, and Jason Schlee seconded the motion to have staff approve the seasonal hiring recommendations for Caylie Browne. **Motion carried.***

ADJOURN

The meeting was adjourned at 8:16 pm by Chairman, Rod Hostetler.

Review of Motions

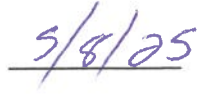
1. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the minutes from March 6, 2025, and March 12, 2025, board meetings. **Motion Carried.**
2. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the checks from March #18926 to #18976 and #2283 to #2287 and 6 EFT payments. Totaling \$283,589.17. **Motion Carried.**
3. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve Roy Hoar's 2025-09 cost-share agreement. **Motion Carried.**
4. Jesse Greene moved to approve, and Jason Schlee seconded the motion to approve Scheibe Farms' 2025-10 cost-share agreement. **Motion Carried.**
5. Jesse Greene moved to approve, and Jerry Hendrickson seconded the motion to approve ~~Luhn Cattle's~~ 2025-11 cost-share agreement. **Motion Carried.** Rod Hostetler abstained. Hostetler JV
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6. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve DM Browne Land LLC's 25-06 DIP agreement. **Motion Carried.**
7. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve Robert Robbins' 25-07 DIP agreement. **Motion Carried.**
8. Jerry Hendrickson moved to delegate authority to Megan to approve DIP agreements for Shotgun Ridge/Harlow Ridge in between board meetings, Jesse Greene seconded the motion. **Motion Carried.**
9. Jason Schlee moved to approve, and Jerry Hendrickson seconded the motion to send a response letter to Bryan Collier by certified mail. **Motion Carried.**
10. Jesse Greene moved to approve, and Jerry Hendrickson seconded a motion to approve the PA-78 Landowner Agreement Amendment 2025. **Motion carried.**
11. Jerry Hendrickson moved to approve, and Jesse Greene seconded the motion to approve the 2024 Treasurer's Reports. **Motion Carried.**
12. Jerry Hendrickson moved to approve, and Jason Schlee seconded the motion to approve the Schedule 22 for 2024. **Motion Carried**
13. Jason Schlee moved to approve, and Jesse Greene seconded the motion to approve rolling over unused funds up to the maximum limits allowed by IRS for the Section 125 Cafeteria Flex Plan. **Motion Carried.**
14. Jesse Greene moved to approve, and Jason Schlee seconded the motion to have staff approve the seasonal hiring recommendations for Caylie Browne. **Motion carried.**

NEXT REGULAR BOARD MEETING

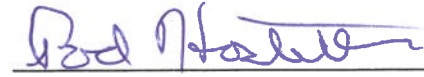
**Thursday, May 8, 2025
6:00 p.m.**




CHAIRMAN SIGNATURE



DATE



SUPERVISOR SIGNATURE



DATE